

# DISCLOSURE DIVISION

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☒ **WAIVER REQUEST**  
☐ **ANSWER**  
☐ **RECONSIDERATION REQUEST**  
☐ **UNTIMELY**

**DATE: 9/18/2020**

**DOCKET #: 2020-764**

Ashley Wimberley, Director  
Disclosure Division

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## FILER INFORMATION

Name: Ms. Terri Singleton  
Address: 724 Pisgah Church Road, Bernice, LA 71222  
Office/Position: D'Arbonne Woods Charter School  
Dates of Service: 2015-2019  
Number of Disclosures and/or Amendments Filed with Agency: 12

## REPORT INFORMATION

Name of Report: School Board Disclosure for School Year 2019  
Report ID: SBD19000333  
Original Due Date: 9/12/2019  
NOD Received: 9/20/2019 - Signed by: Terri Singleton  
PFD/Answer Due Date based on NOD: 9/12/2019  
PFD/Answer Filed: 9/23/2019

## LATE FEE INFORMATION

Amount of Late Fee: \$550  
Days late from receipt of NOD: 11  
Total days late from initial due date: 11  
Late Fee Order Received: 9/14/2020  
Payment/Waiver Request Due Date: 10/5/2020  
Waiver Request Received: 9/14/2020

## COMMENTS:

Terri Singleton is seeking a waiver for the late filing of her 2019 School Board Disclosure. Ms. Singleton stated she uploaded her 2018 Tier 3 PFD Statement (due 5/15/2019) and her 2019 School Board Disclosure (due 9/12/2019) and she also mailed both disclosures to ensure that the BOE would receive her documents.

Ms. Singleton stated she was informed that BOE had not received her mailed disclosures and her uploads were blank. Ms. Singleton is sure she had mailed all forms as a precaution, due to having troubles uploading forms before. Ms. Singleton emailed her School Board Disclosure to Ashley Wimberley and believed this matter to be resolved even though Ms. Wimberley's follow up email advised her that if she received a Late Fee Later to timely comply with the details of the notice.

Ms. Singleton stated that the Darbonne Woods Charter School is a small school of less than 1,000 students grades K-12 and this is volunteer work. She does not receive any benefits or monetary rewards by serving in this position. She has no reason for not filing the disclosures; and she tries very hard to be diligent in sending all the forms each year. She is a retired School Teacher/School Counselor and she counsels part time, but has not been able to do much counseling due to the Covid-19 Pandemic. The fine of \$550 may not seem like much to some, but to her it would be a financial hardship. Ms. Singleton asks the Ethics Board to please consider that she did everything asked of her to get all her disclosures completed and submitted to the Board of Ethics.

\*Ms. Singleton's dates are referring to her 2019 Annual PFD filing year. Her 2019 SBD was already late when the 2019 Annual PFD's were due 6/8/2020. She is getting the filing years/dates mixed up.

## OTHER LATE FEE INFORMATION

### Disclosure Statements:

- Other Outstanding Statements: No
- Other Outstanding Late Fees: No
- Prior Late Fees: No
- Reassessed Late Fees: No

### Campaign Finance:

- Outstanding Late Fees: No
- Prior Late Fees: No

**Terri Singleton**

724 Pisgah Church Road  
Bernice, Louisiana 71222  
(318)243-0950  
tsf004@gmail.com

14 September, 2020

Louisiana Board of Ethics

P. O. Box 4368  
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(225)219-5600  
[www.ethics.la.gov](http://www.ethics.la.gov)

To Whom It Concerns,

I received a Certified Letter on September 14, 2020, informing me that I owe a late fee of \$550. This was in reference to the School Board Disclosure Statement for School Year 2019, Darbonne Woods Charter School, Report: SBD19000333.

When I spoke with Ashley Wimberley last year on September 23, 2019, I explained to her that I had uploaded this form with Tier 3, Schedule A, and Schedule B forms that were due in May. In May, I had also mailed all forms to the Louisiana Board of Ethics to be sure that all forms were received. Ashley informed that the uploads were blank and had nothing on them. I did not know this until Ashley told me. They had received the forms Tier 3, Schedule A, and Schedule B in the mail in May, but could not find the School Board Disclosure now in September. I assured her that I had mailed all forms as a precaution, due to having troubles uploading all the forms the following year. I then emailed to her the form that could not be found. I am very thankful to Ashley Wimberley. She allowed me to express my frustration, and she was professional and helpful. When I emailed her the lost form, I believed this matter to be resolved, even though her follow up email advised me that if I received a Late Fee Later to timely comply with the details of the notice.

Darbonne Woods Charter School is a small school of less than 1,000 students, grades K-12. The Board is volunteer work of my time. There are no benefits, or monetary rewards, to being on this board. I have no reason to not send in all of my forms. I try very hard to be diligent in sending all my forms in by downloads, and then by mail, just to make sure I am compliant with the Ethics

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Board. I am frustrated that this one form was missing when I am sure I sent it, and I feel that I had done my due diligence to get it in on time.

Please, consider that I did all I thought was appropriate, and more, to get all my forms completed, and delivered to the Board of Ethics. I am a retired School Teacher/School Counselor. I counsel part time. I have not been able to do as much counseling due to the Covid-19 pandemic. The fine of \$550 may not seem like much to some, but to me it would be a hardship. It is my hope and prayer that this fee be waived.

Sincerely,

Terri Singleton